

3/1/97
J1

Bulletin No. 97-7

P-2560

P-2560 Miscellaneous (Continued)

J. Work Requirement for Able-Bodied Adults Without Dependents

1. Verifying Exemptions

Ask individuals claiming the following exemptions from the work requirement to provide the specified documents within 14 days:

- Physically or mentally unfit for employment: a completed DSW 210A (GA/Reach Up Food Stamps Training and Employment Exemption Medical Report) or a doctor's written statement on letterhead or a prescription from.
- Pregnancy: a completed DSW/VDH 210U (Pregnancy Verification) or a statement on letterhead or a prescription form from her doctor or clinic.
- Needed at home to care for an incapacitated person: a written statement from the doctor of the person receiving care verifying that such care is necessary.

2. Extending the 14-Day Verification Deadline

You may grant an extension of the 14-day deadline up to a total of 30 days, at the applicant/recipient's request, if he or she is having difficulty getting a doctor's appointment or, in rare cases, additional medical tests are needed. The maximum time that you may allow is 30 days. If additional time is needed, your district director has the option of granting a further extension.

If the required verification is not returned within the allotted time, no extension is requested and granted, and no exemption is met, mail the individual a DSW 218FS and send a copy to DET. Follow procedures at P-2560 G. If an individual is closed because the three-month benefit period for able-bodied adults without dependents has expired, and a form is later returned verifying that the individual was exempt for the period of closure or for any prior months, reinstate the food stamp benefits.

3/1/97
J2

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3. Regaining Food Stamp Eligibility

An individual with no exemption who has been closed after receiving benefits for three months may regain eligibility according to policy at 273.7(q)(5). The individual may contact either you or DET.

When the individual contacts you:

 If the individual has worked 80 hours during the past 30 days, accept and process the application.

 If the individual wants to qualify for assistance by participating in a work program for 80 hours or completing a work-for-benefits assignment, refer him or her to DET with a DSW 218FS and write "cure" across the top as an indication to DET that this individual is not currently a recipient. Instruct him or her to complete a food stamp application as soon as the DET worker provides an ET-2910 showing that the work program or work-for-benefits requirement has been met.

If the individual contacts DET:

 The DET worker will send you an ET-910 form to inform you that the individual is in the work-for-benefits program or in an approved work program. When the work-for-benefits assignment or work program participation is complete, the DET worker will give the client an ET-910 and send you a copy. The individual will pass this eligibility test for 30 days from the date the requirement is met.